



Gary Jones
Director

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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

22 November 24, 2015

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The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012


PATRICK OZAWA
ACTING EXECUTIVE OFFICER

Dear Supervisors:

**AMOUNT INCREASE TO AS-NEEDED TREE MAINTENANCE AND REMOVAL SERVICES
MASTER AGREEMENT
(SUPERVISORIAL DISTRICTS 3 AND 4)
(3 VOTES)**

SUBJECT

This action is to request approval to increase the aggregate annual amount for the As-Needed Tree Maintenance and Removal Services Master Agreement by \$210,000, for a total of \$350,800, for the remainder of the Master Agreement term and, if exercised, any option year, to complete tree pruning activities in Marina del Rey and on beaches owned, controlled or managed by Los Angeles County.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed action is not subject to the California Environmental Quality Act, as it does not meet the definition of a "Project" under Section 15378 of the California Environmental Quality Act guidelines.
2. Approve a \$210,000 increase in the aggregate amount of the As-Needed Tree Maintenance and Removal Services Master Agreement for Fiscal Year 2015-16 and each remaining year of the Master Agreement term, from \$140,800 to \$350,800, and, if exercised, the four one-year option extensions, increasing the maximum potential amount over the term of the Master Agreement from \$985,600 to \$2,245,600.
3. Delegate authority to the Director of Beaches and Harbors, or his designee, to increase the As-Needed Tree Maintenance and Removal Services Master Agreement by up to 10%, \$35,080, in Fiscal Year 2015-2016 and each remaining year of the Master Agreement term and, if exercised, the

four one-year option extensions, for any additional or unforeseen services within the scope of the agreement.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Department of Beaches and Harbors (Department) requires additional extensive tree pruning services in Marina del Rey (Marina) and on beaches owned, controlled or managed by Los Angeles County. These additional services are needed to prevent falling limbs and breakage as a result of the continuing drought and its effect due to the older age of our trees to mitigate to the extent possible any potential damage and/or injury to persons or property.

All pruning activities will be performed in accordance with the Department's Policy No. 23, Tree Pruning in Marina del Rey and on County Beaches in Accordance with Native Bird Breeding Cycles, as well as the Department's Conservation and Management Plan for the Marina. Additionally, if any diseased trees are identified during pruning and need to be removed, we will meet the 1:1 replacement requirement contained in the Marina Local Coastal Program.

The requested increase to the annual aggregate amount of the As-Needed Tree Maintenance and Removal Services Master Agreement (Master Agreement) will provide the resources needed to complete the additional tree pruning.

Implementation of Strategic Plan Goals

Approval of this action will promote and further the Board approved Strategic Plan Goal of Operational Effectiveness/Fiscal Sustainability (Goal 1) and Community Support and Responsiveness (Goal 2), by enabling the Department to prevent risk of liability by providing the public with well-maintained grounds in Marina del Rey and on beaches owned, controlled or managed by Los Angeles County.

FISCAL IMPACT/FINANCING

The annual compensation for the Master Agreement shall not exceed \$350,800, subject to the Director's authority to increase such maximum amount by 10% on an as needed basis. The total compensation for the term of the Master Agreement is \$2,245,600. The Master Agreement does not guarantee any contractor any minimum amount of work, and costs will only be incurred as services are requested through Work Orders. Payment for work will be on an hourly basis and subject to the total maximum compensation specified in each individual Work Order.

Operating Budget Impact

The budgeted amount in the Department's FY 2015-16 Final Adopted Budget is \$140,800. The additional \$210,000 will be funded from the Department's Services and Supplies Operating Budget within budgetary resources. The ongoing additional cost of this Master Agreement will be requested in the Department's FY 2016-17 Recommended Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The approval of this action does not change any terms and conditions related to the subject Master Agreement.

All delegated authority, subsequent annual amounts and Master Agreement terms and conditions remain as previously approved by your Board.

ENVIRONMENTAL DOCUMENTATION

The proposed action is not subject to the California Environmental Quality Act (CEQA), as it does not meet the definition of a "Project" under Section 15378 of the CEQA Guidelines.

CONTRACTING PROCESS

There are currently four contractors on this Master Agreement. As required, the Department will use the Master Agreement's selection procedures to select the contractor to provide the tree maintenance and removal services.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There is no impact on current services or projects. Approval of this action will provide increased funding for the Department's essential tree pruning services in Marina del Rey and on beaches owned, controlled or managed by Los Angeles County.

CONCLUSION

Authorize the Acting Executive Officer of the Board to send two copies of the adopted Board letter to the Department of Beaches and Harbors, Administrative Services Division, 13483 Fiji Way, Trailer #3, Marina del Rey, CA 90292. Should you have any questions, please contact Nicolette Taylor, Contracts and Grants Manager, at (310) 577-5736 or ntaylor@bh.lacounty.gov.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gary Jones", with a stylized, cursive script.

GARY JONES

Director

GJ:mt

c: Chief Executive Officer
Interim County Counsel
Acting Executive Officer, Board of Supervisors